



Request for Quotations
for
2019-11-CQ Rehabilitation of the Wellington Street Bridge

BOOK 1

Question Deadline: Tuesday, March 5, 2019 at 4:00pm local time

**Submission Deadline: Thursday, March 14, 2019 at 11:00:00 a.m. local time at the
Financial Services Office, 26 Francis Street, Lindsay ON K9V 5R8**



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Quotation Checklist

The following is a checklist of information to submit in the quotation package. Please read the document carefully to ensure a complete submission.

Documents Required in Quotation Package	Checklist
Appendix B- Submission Form	
Appendix C – Required Pricing Information	
Appendix E – Information and Qualifications of Bidder	
Appendix F – Surety Requirements	



Part 1 – Invitation and Submission Instructions

1.1 Invitation to Respondents

This Request for Quotations (the “RFQ”) is an invitation by The Corporation of the City of Kawartha Lakes (“the City”) to prospective respondents to submit non-binding quotations for **2019-11-CQ Rehabilitation of the Wellington Street Bridge**, as further described in Section A of the RFQ Particulars (Appendix D) (the “Deliverables”).

The work will include:

- Remove expansion joint assemblies including steel armoring, steel bars, and concrete deck ends, and replace with new expansion joint assemblies.
- Conduct the required removal and replacement of the original west abutment bearing pads, and repairs to deteriorated concrete in the bearing seats and girder ends, via temporary jacking of the bridge to allow access to these areas.
- Remove existing asphalt surface, remove areas of deteriorated and delaminated concrete from deck, and patch with unformed surface concrete.
- Waterproof deck surface and pave new asphalt wearing surface on deck and approaches.
- Remove areas of loose and deteriorated concrete on the ballast walls, diaphragms, abutment walls, and wingwalls and patch with form and pump concrete.
- Remove areas of loose and deteriorated concrete on the sidewalks, curbs, and parapet walls, and patch with form and pump concrete.
- Construct new cantilever steel framed pedestrian walkway along east abutment to link the south and north waterfront trails on the east bank of the river.

Respondents should be familiar with and comply with the City’s Purchasing Policy, which is available on line at: <https://www.kawarthalakes.ca/en/business-growth/resources/Policies/Purchasing-Policy.pdf>

1.2 RFQ Contact

For the purposes of this procurement process, the “RFQ Contact” will be:

Ashley Wykes, Buyer

Respondents and their representatives are not permitted to contact any employees, officers, agents, elected officials or other representatives of the City, other than the RFQ Contact, concerning matters regarding this RFQ. Failure to adhere to this rule may



result in the disqualification of the respondent and the rejection of the respondent's quotation.

1.3 Type of Contract for Deliverables

The selected respondent will be requested to enter into a contract for the provision of the Deliverables on the terms and conditions set out in the Form of Agreement (Appendix A) (the "Agreement"). It is the City's intention to enter into a contract with only one (1) legal entity.

1.4 RFQ Timetable

Deadline for Questions	Tuesday, March 5, 2019 at 4:00:00 PM local time
Submission Deadline	Thursday, March 14, 2019 at 11:00:00 am local time
Anticipated Award	April, 2019

The RFQ timetable is tentative only, and may be changed by the City at any time.

Mandatory/Non-Mandatory Site Meeting Information

N/A

1.5 Submission of Quotations

1.5.1 Quotations to be Submitted at Prescribed Location

Quotations must be submitted at:

The City of Kawartha Lakes
Financial Services
City Hall
26 Francis Street,
Lindsay, Ontario, K9V 5R8

Provide the quotation number and name, company name and the return address information on the outside of the quotation package.

Note: Courier service to this area is not "Same Day" or "Guaranteed" for a specific time of day.

In the event that an emergency, labour disruption or inclement weather forces the closure of the Purchasing Division, the RFQ shall become due on the next business day at 11:00:00 a.m.



1.5.2 Quotations to be Submitted on Time

Quotations must be submitted at the location set out above on or before the Submission Deadline. Quotations submitted after the Submission Deadline will be rejected.

A quotation received after the closing time shall be noted and returned unopened to the Bidder, as soon as possible. If a late quotation is received without a return address on the envelope it shall be opened, the address obtained, and then returned. The covering letter will advise why the envelope could not be returned unopened.

1.5.3 Quotations to be Submitted in Prescribed Manner

Respondents should submit one original signed hard copy of their quotation in a sealed package. Quotations are to be prominently marked with the RFQ title and number (see RFQ cover), and with the full legal name and return address of the respondent.

If respondents wish to provide two quotations for the same RFQ, each quotation shall be contained in a separate envelope marked as quotation A, quotation B, etc., with each envelope containing the required information (see quotation checklist). These envelopes will then be submitted in one envelope marked as above.

If multiple RFQs are submitted in separate envelopes, the envelope that is received last will be considered the intended submission.

1.5.4 Amendment of Quotations

Respondents may amend their quotations prior to the Submission Deadline by submitting the amended quotation in the same format and to the same location as set out above. The amended quotation must be submitted in full by the Submission Deadline and will supersede any quotation previously submitted by the respondent.

1.5.5 Withdrawal of Quotations

At any time throughout the RFQ process until the execution of a written agreement for provision of the Deliverables, a respondent may withdraw a submitted quotation. To withdraw a quotation, a notice of withdrawal must be sent to the RFQ Contact and must be signed by an authorized representative of the respondent. The City is under no obligation to return withdrawn quotations.

1.5.6 Public Opening

The names of bidders and total bid prices will be made available at the public quotation/tender opening at or about 11:15 am on the day of closing at City Hall, Lindsay. The names of those individuals in attendance, the time and date of the



opening, the names of the firms submitting and the total bid price of each quotation/tender may be recorded at the opening. The results read at the public opening are considered unofficial and are posted at City Hall and on Bids and Tenders.

Request for Proposals are formally opened in public and only the name of the bidders submitting will be read out. Details of the proposals or any financial information will not be publicly disclosed at the opening.

[End of Part 1]



Part 2 – Evaluation and Award

2.1 Stages of Evaluation

The City will conduct the evaluation of quotations in the following stages:

2.2 Stage I – Mandatory Submission Requirements

Stage I will consist of a review to determine which quotations comply with all of the mandatory submission requirements. Quotations that fail to satisfy the mandatory submission requirements will be rejected. The mandatory submission requirements are listed in Section C of the RFQ Particulars (Appendix D).

2.3 Stage II – Mandatory Technical Requirements

The City will review the quotations to determine whether the mandatory technical requirements as set out in Section D of the RFQ Particulars (Appendix D) have been met. Questions or queries on the part of the City as to whether a quotation has met the mandatory technical requirements will be subject to the verification and clarification process set out in Part 3.

2.4 Stage III – Pricing

Stage III will consist of an evaluation of the submitted pricing in each qualified quotation in accordance with the price evaluation method set out in Pricing (Appendix C). The evaluation of price will be undertaken after the evaluation of mandatory requirements.

2.5 Selection of Top-Ranked Respondent

After the completion of Stage III, compliant respondents will be ranked based on the price evaluation. Subject to the process rules contained in the Terms and Conditions of the RFQ Process (Part 3), the top-ranked respondent will be invited to enter into the Agreement in accordance with Part 3. In the event of a tie, the selected respondent will be determined by way of coin toss. The selected respondent will be notified in writing and will be expected to satisfy any applicable conditions of this RFQ, including the pre-conditions of award listed in Section E of the RFQ Particulars (Appendix D), and enter into the Agreement within the timeframe specified in the selection notice. Failure to do so may result in the disqualification of the respondent and the selection of another respondent or the cancellation of the RFQ. The City will not be responsible for damages alleged to be suffered by a bidder as a result of the City's decision to disqualify a bidder.

[End of Part 2]



Part 3 – Terms and Conditions of the RFQ Process

3.1 General Information and Instructions

3.1.1 Respondents to Follow Instructions

Respondents should structure their quotations in accordance with the instructions in this RFQ. Where information is requested in this RFQ, any response made in a quotation should reference the applicable section numbers of this RFQ.

The respondent is advised to ensure their offer is complete. All information submitted and made available will support the RFQ specifications. Any waiver or clarification will not be considered an opportunity for respondents to correct errors in their quotation.

3.1.2 Quotations in English

All quotations are to be in English only.

3.1.3 No Incorporation by Reference

The entire content of the respondent's quotation should be submitted in a fixed form, and the content of websites or other external documents referred to in the respondent's quotation but not attached will not be considered to form part of its quotation.

3.1.4 Past Performance

In the evaluation process, the City may consider the respondent's past performance or conduct on previous contracts with the City or other institutions.

3.1.5 Information in RFQ Only an Estimate

The City and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in this RFQ or issued by way of addenda. Any quantities shown or data contained in this RFQ or provided by way of addenda are estimates only, and are for the sole purpose of indicating to respondents the general scale and scope of the Deliverables. It is the respondent's responsibility to obtain all the information necessary to prepare a quotation in response to this RFQ.

3.1.6 Respondents to Bear Their Own Costs

The respondent will bear all costs associated with or incurred in the preparation and presentation of its quotation, including, if applicable, costs incurred for interviews or demonstrations.



3.1.7 Quotation to be Retained by the City

The City will not return the quotation or any accompanying documentation submitted by a respondent.

3.1.8 No Guarantee of Volume of Work or Exclusivity of Contract

The City makes no guarantee of the value or volume of work to be assigned to the successful respondent and reserves the right to add or remove Deliverables as required. The contract with the selected respondent will not be an exclusive contract for the provision of the described Deliverables. The City may contract with others for goods and services the same as or similar to the Deliverables or may obtain such goods and services internally.

3.2 Communication after Issuance of RFQ

3.2.1 Respondents to Review RFQ

Respondents should promptly examine all of the documents comprising this RFQ, and may direct questions or seek additional information through Bids and Tenders at <https://kawarthalakes.bidsandtenders.ca/Module/Tenders/en>. Only questions submitted through Bids & Tenders will be accepted. The City is under no obligation to provide additional information, and the City is not responsible for any information provided by or obtained from any source other than through an addendum. It is the responsibility of the respondent to seek clarification on any matter it considers to be unclear. The City is not responsible for any misunderstanding on the part of the respondent concerning this RFQ or its process.

While the City has made every effort to ensure the accuracy of the information provided in this RFQ, the Bidder shall not make any claim against the City for damages or extra work caused or occasioned by the Bidder relying upon such records, reports, or information whether as a whole or in part, furnished by the City, private company or individual.

3.2.2 All New Information to Respondents by Way of Addenda

This RFQ may be amended only by addendum in accordance with this section. If the City, for any reason, determines that it is necessary to provide additional information relating to this RFQ, such information will be communicated to all respondents by addendum. Each addendum forms an integral part of this RFQ and may contain important information, including significant changes to this RFQ. Respondents are responsible for obtaining all addenda issued by the City. In the Submission Form (Appendix B), respondents should confirm their receipt of all addenda by setting out the number of each addendum in the space provided.



3.2.3 Post-Deadline Addenda and Extension of Submission Deadline

If the City determines that it is necessary to issue an addendum after the Deadline for Issuing Addenda, the City may extend the Submission Deadline for a reasonable period of time.

3.2.4 Verify, Clarify and Supplement

When evaluating quotations, the City may request further information from the respondent or third parties in order to verify, clarify or supplement the information provided in the respondent's quotation, including but not limited to clarification with respect to whether a quotation meets the mandatory technical requirements set out in Section D of the RFQ Particulars (Appendix D). The City may revisit, re-evaluate and rescore the respondent's quotation or ranking on the basis of any such information.

3.3 Notification and Debriefing

3.3.1 Notification to Other Respondents

Once an agreement is executed by the City and a respondent, the other respondents may be notified directly in writing and will be notified by public posting in the same manner that this RFQ was originally posted of the outcome of the procurement process.

3.3.2 Debriefing

Respondents may request a debriefing after receipt of a notification of the outcome of the procurement process. All requests must be in writing to the RFQ Contact and must be made within sixty (60) days of such notification.

3.3.3 Procurement Protest Procedure

If a respondent wishes to challenge the RFQ process, it should provide written notice to the City's Corporate Services Director in accordance with the City's purchasing policy. The notice must provide a detailed explanation of the respondent's concerns with the procurement process or its outcome.

3.4 Conflict of Interest and Prohibited Conduct

3.4.1 Conflict of Interest

For the purposes of this RFQ, the term "Conflict of Interest" includes, but is not limited to, any situation or circumstance where:

- (a) in relation to the RFQ process, the respondent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage,



including but not limited to (i) having, or having access to, confidential information of the City in the preparation of its quotation that is not available to other respondents, (ii) communicating with any person with a view to influencing preferred treatment in the RFQ process (including but not limited to the lobbying of decision makers involved in the RFQ process), or (iii) engaging in conduct that compromises, or could be seen to compromise, the integrity of the open and competitive RFQ process or render that process non-competitive or unfair; or

- (b) in relation to the performance of its contractual obligations under a contract for the Deliverables, the respondent's other commitments, relationships or financial interests (i) could, or could be seen to, exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement, or (ii) could, or could be seen to, compromise, impair or be incompatible with the effective performance of its contractual obligations.

3.4.2 Disqualification for Conflict of Interest

The City may disqualify a respondent for any conduct, situation or circumstances, determined by the City, in its sole and absolute discretion, to constitute a Conflict of Interest as defined above.

3.4.3 Disqualification for Prohibited Conduct

The City may disqualify a respondent, rescind notice of selection or terminate a contract subsequently entered into if the City determines that the respondent has engaged in any conduct prohibited by this RFQ.

3.4.4 Prohibited Respondent Communications

Respondents must not engage in any communications that could constitute a Conflict of Interest and should take note of the Conflict of Interest declaration set out in the Submission Form (Appendix B).

3.4.5 Respondent Not to Communicate with Media

Respondents must not at any time directly or indirectly communicate with the media in relation to this RFQ or any agreement entered into pursuant to this RFQ without first obtaining the written permission of the RFQ Contact.

3.4.6 No Lobbying

Respondents must not, in relation to this RFQ or the evaluation and selection process, engage directly or indirectly in any form of political or other lobbying whatsoever to influence the selection of the successful respondent(s).



3.4.7 Illegal or Unethical Conduct

Respondents must not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud, coercion or collusion. Respondents must not engage in any unethical conduct, including lobbying, as described above, or other inappropriate communications; offering gifts to any employees, officers, agents, elected officials or other representatives of the City; deceitfulness; submitting quotations containing misrepresentations or other misleading or inaccurate information; or any other conduct that compromises or may be seen to compromise the competitive process provided for in this RFQ.

3.4.8 Past Performance or Past Conduct

The City may prohibit a supplier from participating in a procurement process based on past performance or based on inappropriate conduct in a prior procurement process, including but not limited to the following:

- (a) illegal or unethical conduct as described above;
- (b) the refusal of the supplier to honour its submitted pricing or other commitments;
or
- (c) any conduct, situation or circumstance determined by the City, in its sole and absolute discretion, to have constituted an undisclosed Conflict of Interest.

In accordance with the City's purchasing policy, the City may disqualify a supplier that has engaged in litigation against the City that would affect the supplier's performance or reputation in performing or providing the Deliverables.

3.5 Confidential Information

3.5.1 Confidential Information of the City

All information provided by or obtained from the City in any form in connection with this RFQ either before or after the issuance of this RFQ

- (a) is the sole property of the City and must be treated as confidential;
- (b) is not to be used for any purpose other than replying to this RFQ and the performance of any subsequent contract for the Deliverables;
- (c) must not be disclosed without prior written authorization from the City; and
- (d) must be returned by the respondent to the City immediately upon the request of the City.



3.5.2 Confidential Information of Respondent

A respondent should identify any information in its quotation or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the City. The confidentiality of such information will be maintained by the City, except as otherwise required by law or by order of a court or tribunal. Respondents are advised that their quotations will, as necessary, be disclosed, on a confidential basis, to advisers retained by the City to advise or assist with the RFQ process, including the evaluation of quotations. If a respondent has any questions about the collection and use of personal information pursuant to this RFQ, questions are to be submitted to the RFQ Contact.

3.6 Procurement Process Non-Binding

3.6.1 No Contract A and No Claims

This procurement process is not intended to create and will not create a formal, legally binding bidding process and will instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation:

- (a) this RFQ will not give rise to any Contract A–based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and
- (b) neither the respondent nor the City will have the right to make any claims (in contract, tort, or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a quotation submitted in response to this RFQ.

3.6.2 No Contract until Execution of Written Agreement

This RFQ process is intended to solicit non-binding quotations for consideration by the City and may result in an invitation by the City to a respondent to enter into the Agreement. No legal relationship or obligation regarding the procurement of any good or service will be created between the respondent and the City by this RFQ process until the execution of a written agreement for the acquisition of such goods and/or services.

3.6.3 Non-Binding Price Estimates

While the pricing information provided in quotations will be non-binding prior to the execution of a written agreement, such information will be assessed during the evaluation of the quotations and the ranking of the respondents. Any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact any such evaluation or ranking or the decision of the City to enter into an agreement for the Deliverables.



3.6.4 Cancellation

The City may cancel or amend the RFQ process without liability at any time. The City will not be responsible for any damages alleged to be suffered by a bidder as a result of the City's decision to cancel the procurement process.

3.7 Governing Law and Interpretation

These Terms and Conditions of the RFQ Process (Part 3):

- (a) are intended to be interpreted broadly and independently (with no particular provision intended to limit the scope of any other provision);
- (b) are non-exhaustive and must not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations; and
- (c) are to be governed by and construed in accordance with the laws of the province of Ontario and the federal laws of Canada applicable therein; and
- (d) The applicable law of any contract arising out of this RFQ will be Ontario. Any contractual disputes arising out of this RFQ will be resolved, through arbitration or litigation, in the City of Kawartha Lakes or the City of Toronto.

[End of Part 3]



Appendix A – Form of Agreement

The general conditions of the performance contract to be entered into by the selected respondent will be based on the OPSS.MUNI 100. The OPS General Conditions document with any revisions can be found at: <http://www.raqsb.mto.gov.on.ca/techpubs/ops.nsf/opshomepage> The Bidder may also request a copy of the original document from the Buyer (reference Part 1 – 1.2 for contact information). See Appendix A-1 for Supplementary Conditions.

1. Definitions

“**City**” means The Corporation of the City of Kawartha Lakes.

“**Contract**” means the aggregate of: (a) the Agreement and any amendments to the agreement; (b) the request for quotation including any addenda; (c) the selected respondents submission and any amendments to the submission. This also forms the order of precedence.

“**Must , Shall and Will**” used in this RFQ document is a mandatory requirement that if not met, may result in a Respondent’s disqualification in accordance with the Purchasing Policy.

2. Commencement Date and Completion Date

The earliest construction start date for work that requires lane closures on Wellington Street is June 3, 2019 due to other planned work by the City in the downtown area. Work may proceed earlier on the bridge sub-structure and/or the new walkway installation.

The completion date for all Work under this contract including all site restoration, clean up and the rectification of any and all deficiencies is November 8, 2019.

3. Vendor Management Program

The City of Kawartha Lakes is committed to providing a safe and healthy working environment for employees and contractors. To promote this type of environment the City created a vendor management program consisting of three components:

- a) Pre-qualification;
- b) Environment, Health and Safety; and
- c) Performance Management.



The vendor management program specifies the minimum standards required to work with the City. Tender/Quotation/RFP language may request additional requirements based on project specifications.

All vendors wishing to do business with the City of Kawartha Lakes must be pre-qualified if awarded a contract. To review the Vendor Management Program and pre-qualify, please visit the City's Financial Services website at <https://www.kawarthalakes.ca/en/business-growth/bids-and-tenders.aspx>.

Vendors may submit a bid without being registered in the Vendor Management Program, however, should the bid be selected for award then registration in the program is mandatory.

Questions about the Vendor Management Program can be forwarded to: vendors@kawarthalakes.ca

4. Treatment of Information

The City is required by law to adhere to the requirements of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), as amended.

The information collected will be used solely for the purposes stated in this request. If the Bidder believes that any part of its bid reveals any trade secret, intellectual property, scientific, technical, commercial, financial or labour relation information or any other similar secret right of information belonging to the Bidder, the information must be clearly marked as being confidential.

This does not apply to pricing information that will be read out at the public opening.

Any request for access to submissions will be formally reviewed subject to MFIPPA prior to the release of any third party information. The City may be required to submit information of the quotation or quotation packages received to granting agencies for outside funding. The Bidder will not be notified of such a requirement.

5. Accessibility

Supplier(s) must be capable to recommend and deliver, as appropriate for each requirement, Accessible services consistent with the Ontario Human Rights Code (OHRC), and in accordance with the Accessibility for Ontarians with Disabilities Act 2005, S.O. 2005, c. 11. (AODA) and with O. Reg. 191/11: Integrated Accessibility Standards enacted under the AODA. <https://www.kawarthalakes.ca/en/business-growth/bids-and-tenders.aspx>



Unless determined by the City to not be practicable, contractors shall ensure that any information, products, deliverables and/or communication (as defined in the Integrated Regulation) produced pursuant to a Contract shall be in conformity with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and shall be provided in accessible format upon request. Studies, Reports, and/or Plans that result from this project must be created and provided to the City in an accessible format compatible to Adobe Acrobat XI (11) or Microsoft Office 2010, or higher.

6. Mathematical Errors

In the event of mathematical errors in extension of prices or other ambiguities, unit prices shall govern over total quotation prices and words shall govern over numbers. If the unofficial results are posted on Bids & Tenders prior to award, a correction notice will be posted as soon as possible.

7. Erasures, Overwriting or Strike-outs

The Authorized Agent signing on behalf of the organization quoting shall initial erasures, overwriting or strike-outs on all parts of the original submission

8. Standard Specifications

It shall be the Respondent's responsibility to obtain the current applicable edition of standards, statues, Acts or Regulations required herein.

9. Occupational Health and Safety Act

The selected respondent shall:

- a) Be the designated "constructor", as defined in the Occupational Health and Safety Act ("OHSA"), for the work site and shall fulfill the responsibilities of the role under the OHSA, related statues and regulations;
- b) Shall comply with the OHSA and ensure that the persons assigned to provide the deliverables under the contract adhere to the OHSA and all applicable statues and regulations; and
- c) Give immediate notice by telephone or personal communications to the City as to any damage or injury, or threat of damage or injury, to persons or property during the performance of the Deliverables contemplated by this Contract.
- d) All Respondents further acknowledge and agree that any breach or breaches of the Occupational Health and Safety Act (R.S.O.), 1990, as amended, and any regulations made pursuant to the Acts, may result in the immediate termination of this Service Provider and the forfeiture of all sums owing to them by the City.



- e) All Respondents agree that any damages or fines that may be assessed against the City by reason of breach or breaches of the Occupational Health and Safety Act (R.S.O.), 1990, as amended, and any regulations made pursuant to the Acts, by the Service Provider will entitle the City to off-set the damages so assessed against any monies that the City may, from time to time, owe the Service Provider under this Contract or under any other contract whatsoever.

The Selected Respondent's failure to comply with any of the above requirements shall be cause for either immediate termination or suspension of the contract until the deficiency, in the opinion of the City and/or Workplace Safety and Insurance Board ("WSIB") is rectified at no cost to the City.

10. Workplace Safety Insurance Board Clearance Certificate (WSIB)

Vendors shall comply with current WSIB legislation. The selected Vendor shall submit a current WSIB Clearance Certificate within 7 days of notification of selection for the award.

11. Insurance

Refer to Item GC 6.03 of Appendix A-1 – Supplementary Conditions

12. Indemnification and Hold Harmless Clause

The Selected Respondent shall shall indemnify and save harmless the Client from and against all claims, actions, suits or proceedings, losses, expenses, costs or damages of every nature and kind whatsoever which the Client, his employees, elected officials, officers or agents may suffer, as a result of the Consultant's failure to exercise reasonable care, skill or diligence or omissions in the performance or rendering of any work or Services required hereunder to be performed or rendered by the Consultant, its agents, officials, employees or sub-consultants.

The Client agrees to hold harmless, indemnify and defend the Consultant from and against any and all claim, losses, damages, liability and costs of defense arising out of or in any way connected with the presence, discharge, release or escape of contaminants of any kind, excluding only such liability as may arise out of the negligent acts of the Consultant in the performance of consulting services to the Client within this project.

13. Substitutes

If a Bidder wishes to submit a tender for goods and/or services other than as specified, the Bidder shall ask the Buyer by the question due date listed in Section 1.3. In order for the City to consider the request, complete specification data and identification with respect to the substituted goods and/or services shall accompany the request. Any



substitute will be evaluated to meet and/or exceed the requirements specified. If acceptable, an addendum to the tender will be issued to indicate that a substitute will be considered.

14. Future Opportunity to Tender

The City reserves the right to remove from the list of Bidders, for an indeterminate period, the name of any selected Bidder for failure to enter into a Contract, or the name of any Bidder for unsatisfactory performance of a service or delivery of a good, in accordance with the Purchasing Policy.

15. Statutory Declaration Re: Liens and Payment of Accounts

The Bidder shall submit this form with the second and each subsequent Progress Certificate. Note that it is a criminal offence to knowingly falsify documents.

16. Holdback

A total of 12% of the Contract price shall be held as holdback from each payment certificate.

The 2% holdback shall be held until the expiration of the two year maintenance guarantee period, which shall run for two (2) years from the publication date of substantial performance. No interest will be paid on the holdback.

17. Noise Restrictions

The City's Noise By-Law 2005 – 25 prohibits the operation of construction equipment in connection with construction from 9:00 p.m. to 7:00 a.m..

Refer to: <https://www.kawarthalakes.ca/en/living-here/resources/Documents/2005-025-Consolidated-Noise-By-law.pdf> for the complete by-law.

18. Force Majeure

As used in this quotation, "Force Majeure" means any event or circumstance (but specifically excluding economic factors alone) which (a) was beyond the reasonable control of the selected respondent, (b) could not reasonably have been foreseen, (c) could not reasonably have been prevented, circumvented or avoided by the selected respondent by reasonable precautions, (including without limitation back-up systems) through the use of alternate sources, work around plans or other means, and (d) occurred without the fault or negligence of the selected respondent or of its subcontractors or carriers; including without limitation acts of God, war, acts of terrorism, civil disturbances, insurrections, riots, storms beyond ordinary strength, fire, explosions, floods, epidemics, embargos, orders or acts of civil or military authority.

In the event of a Force Majeure, there shall be an equitable adjustment to the delivery schedule (to be formalized by the execution of an amendment to this Contract); provided, however, selected respondent acknowledges and agrees that the occurrence



of a Force Majeure event shall not entitle the selected respondent to an increase in the quotation price. The City is not liable for any costs or charges of any nature incurred by the selected respondent or any of its subcontractors or agents as a result of a Force Majeure.

The City shall have the right to investigate the causes or circumstances claimed by the Selected Respondent to constitute a Force Majeure.

If the City terminates this Contract for Force Majeure, its sole liability will be to pay any balance due for Goods and Services purchased before the issuance of the City's termination notice and the Selected Respondent agrees to repay immediately to the City the portion of any advance payment that is unliquidated at the date of the termination.

[End of Appendix A]



Appendix A-1 –Supplementary Conditions

The General Conditions of the performance contract to be entered into by the selected Respondent will be based on the OPSS.MUNI 100, the OPS General Conditions of Contract, dated November 2018. The OPS General Conditions document with any revisions can be found at:

<https://www.raqsa.mto.gov.on.ca/techpubs/ops.nsf/OPSHomepage>

The terms and conditions in this section of the Quotation will supersede the General Conditions of the OPSS.MUNI 100, as they apply to the project requirements. In the event that a conflict or inconsistency is evident, the terms and conditions of the final agreement and the competitive Quotation document will govern.

GC 4.02 Approvals and Permits

Subsection 4.02 is amended by the addition of the following new paragraphs:

- .03 The construction of the works and all operations connected therewith are subject to the approval, inspection, by-laws and regulations of all municipal, provincial and federal and other authorities having jurisdiction in respect to any matter embraced in this Contract.
- .04 Prior to any works being undertaken within the limits of the Contract, the Contractor shall obtain road occupancy permits from the applicable road authorities as required. Forms and Permits may be obtained from the City Website at <http://www.city.kawarthalakes.on.ca/residents/public-works/general-operations/forms-and-permits>
- .05 All fees payable in respect of these permits and approvals shall be at the Contractor's expense with the exception of the fees for the Ministry of Labour approval and Building Permits, should these be required.

GC 6.02 Indemnification

Section GC 6.02 is amended by the addition of the following new paragraph:

- .06 Claims that are directed to the Contractor by a third party will be expected to be handled in a timely and professional manner. Final written adjudication of the claim shall be reported to the City's Risk Management at the following address:



City of Kawartha Lakes
Insurance Risk Management Coordinator
26 Francis Street,
Lindsay, Ontario K9V 5R8
Attention: Ms. Jolene Ramsay

GC 6.03.02 General Liability Insurance

Paragraph .01 is deleted and replaced with the following:

.01 Commercial General Liability Insurance shall be in the name of the Vendor with the **Corporation of the City of Kawartha Lakes** (herein after called the City) and **D.M. Wills Associates Limited** (herein after called the Contract Administrator) named as an additional insured, with limits of not less than Five Million (\$5,000,000.00) dollars inclusive per occurrence with a property damage deductible of not more than Five Thousand (\$5,000.00) dollars. Coverage shall include but is not limited to bodily injury, death and damage to property including loss of use thereof, products and completed operations liability, blanket contractual liability, owners and contractors protective, contingent employers liability, non-owned automobile liability and contain a cross liability and severability of interest clause.

The commercial general liability policy shall be maintained continuously from commencement of the Work to the date of Completion Acceptance as indicated by the Certificate of Completion and with respect to products and completed operations coverage, coverage shall be maintained until the end of the Warranty Period.

“Broad Form” (all risk) Property Insurance covering all construction machinery, equipment, tools and stock that will be used by the Vendor for the performance of the Work. The policy shall be in a form acceptable to the City and shall not allow subrogation claims by the Insurer against the City.

Contractor’s Pollution Liability Insurance subject to limits of not less than One Million (\$1,000,000.00) dollars inclusive per claim and with a deductible acceptable to the City and shall include coverage for but not limited to bodily injury including death, property damage and remediation costs which are reasonable and necessary to investigate, neutralize, remove, remediate (including associated monitoring) or dispose of soil, surface water, groundwater or other contamination. The policy shall be endorsed to include the **Corporation of the City Kawartha Lakes** as an additional insured.



Umbrella and/or Excess Liability Insurance policies may be applied to increase liability limits. Certificate(s) of insurance must specify the underlying policies to which the umbrella/excess coverage applies and indicate any applicable aggregates.

The Vendor shall forward with the executed contract documents a Certificate of Insurance as evidence of the above required insurance coverage. All policies shall be endorsed to provide the City with not less than thirty (30) Days' written notice of cancellation, change or amendment restricting coverage. The Vendor shall provide the City with a new Certificate of Insurance showing any changes or upon the renewal of coverage. All policies shall be with insurers licensed to underwrite insurance in the Province of Ontario. The insurance shall be with insurers acceptable to the City and with policies in a form satisfactory to the City and if requested, the Vendor shall provide the City with a certified copy of the applicable insurance policy and any endorsements. The Vendor may be required to provide and maintain additional insurance coverage(s), which are related to this Contract. All applicable deductibles under the above required insurance policies are at the sole cost of the Vendor. All policies shall apply as primary and not as excess of any insurance available to the City.

Paragraph .02 is deleted.

Paragraph .03 is deleted and replaced with the following:

.03 The general liability policy shall be maintained continuously from commencement of the Work to the date of Completion Acceptance as indicated by the Certificate of Completion and with respect to completed operations coverage shall be until the end of the Warranty Period.

GC 6.03.03 Automobile Liability Insurance

Paragraph .01 is deleted as replaced with the following:

.01 Standard Form Automobile liability insurance with limits of not less than Five Million (\$5,000,000.00) inclusive per occurrence for Third Party Liability including bodily injury, death and damage to property, in respect of the use or operation of all motor vehicles owned, operated or leased by the Vendor.

GC 6.03.04 Aircraft and Watercraft Liability Insurance

GC 6.03.04 is deleted

GC 6.03.05 Property and Boiler Insurance

GC 6.03.05 is deleted in its entirety.



GC 6.03.06 Contractor's Equipment Insurance

GC 6.03.06 is deleted in its entirety and replaced with the following.

The Contractor shall provide "Broad Form" (all risk) Property Insurance covering Construction Equipment used by the Contractor for the performance of the Work including costs to clean-up and restore property damaged by sudden and accidental escape of pollutants and shall be in a form acceptable to the Municipality and shall not allow subrogation claims by the Insurer against the Municipality. The Contractor shall forward with the executed contract documents, a certified copy of the Certificate of Insurance endorsed to provide the Owner with not less than 30 days written notice in advance of any cancellation, change, or amendment restricting coverage.

GC 7.16 Warranty

The last sentence of Paragraph .02 is amended by the addition of the following:

The decision of the Owner as to the nature, extent and cause of such imperfections and the necessity for remedying the same shall be final.

Subsection 7.16 is amended by the addition of the following new paragraph:

.04 Should the Contractor fail to comply with the directions of the Contract Administrator, the Owner may, after giving the Contractor five Business Days written notice, perform the necessary work, provided that in the event of an emergency, the Owner may forthwith without notice perform the necessary work and the cost of such work in either event may be deducted or collected by the Owner.

1.1 Insert the following new Subsection GC 7.19:

GC 7.19 Health and Safety

- .01 The Contractor shall ensure all Subcontractors and suppliers are aware of and comply with all City of Kawartha Lakes' Health and Safety policies, programs, rules and requests.
- .02 The Contractor shall provide a copy of Contractor's current Health and Safety Policies and Program prior to the commencement of construction.
- .03 The Contractor shall obtain copies of all subcontractors' Health and Safety policies and programs.



- .04 The Contractor shall comply with all Federal and Provincial Health and Safety Acts and Regulations, and with all applicable industry safety standards.
- .05 The Contractor shall comply with current Ontario Regulations for Construction Projects made under the Occupational Health and Safety Act (OHSA).
- .06 The Contractor shall provide any and all personal protective equipment for its own workers where prescribed. If any worker fails to comply with any program, policy, rule or request regarding health and safety, the City reserves the right to order the removal of that person from the Work.
- .07 The Contractor shall maintain on site, at a location accessible to the Consultant and the Owner, current Materials Safety Data Sheets (MSDS).
- .08 The Contractor shall provide the Owner with a list of Designated Substances that will be brought to the site prior to commencing work.
- .09 In accordance with the City of Kawartha Lakes Corporate Health and Safety Policy and Program, if any designated hazardous substances have been identified within the Working Area, a list of those substances found to be present will be provided in the Special Provisions or the Geotechnical Report contained in the Contract Documents.
- .10 The Contract Administrator shall have the right to document all health and safety concerns regarding the Contractor's operations and to issue warnings and/or to stop work for any Contractor violations of the OHSA, Ontario Construction Regulations, or any health and safety requirements of the contract, and/or if the Contractor creates a health or safety hazard.
- .11 Written warnings and/or stop work orders shall be given to the Contractor using the City's Contractor Health and Safety Warning / Stop Work Order Form.
- .12 The Owner reserves the right to have a hazard corrected at the Contractor's expense.



- .13 The Contractor shall notify all regulatory bodies required for construction activities, (i.e., Notice of Project, employer notification, etc.). Notifications shall include, but not be limited to, the notification requirements laid out in OHS Act Sec 51-53 and the requirements of Ont. Reg. 213/91 for Construction Projects, Sections 5, 6 and 7. For the purpose of this contract the Contractor shall be the "Constructor".

[End of Appendix A-1]



Appendix B – Submission Form

1. Respondent Information

Please fill out the following form, naming one person to be the respondent's contact for the RFQ process and for any clarifications or communication that might be necessary.	
Full Legal Name of Respondent:	
Any Other Relevant Name under which Respondent Carries on Business:	
Street Address:	
City, Province/State:	
Postal Code:	
Phone Number:	
Fax Number:	
HST #:	
Company Website (if any):	
Respondent Contact Name and Title:	
Respondent Contact Phone:	
Respondent Contact Fax:	
Respondent Contact Email:	

2. Acknowledgment of Non-Binding Procurement Process

The respondent acknowledges that the RFQ process will be governed by the terms and conditions of the RFQ, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal, legally binding bidding process (and for greater certainty, does not give rise to a Contract A bidding process contract), and that no legal relationship or obligation regarding the procurement of any good or service will be created between the City and the respondent unless and until the City and the respondent execute a written agreement for the Deliverables.



3. Ability to Provide Deliverables

The respondent has carefully examined the RFQ documents and has a clear and comprehensive knowledge of the Deliverables required. The respondent represents and warrants its ability to provide the Deliverables in accordance with the requirements of the RFQ for the rates set out in its quotation.

4. Non-Binding Pricing

The respondent has submitted its pricing in accordance with the instructions in the RFQ and in Pricing (Appendix C) in particular. The respondent confirms that the pricing information provided is accurate. The respondent acknowledges that any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact the acceptance of its quotation or its eligibility for future work.

5. Addenda

The respondent is deemed to have read and taken into account all addenda issued by the City prior to the Deadline for Issuing Addenda. The respondent is requested to confirm that it has received all addenda by listing the addenda numbers, or if no addenda were issued by writing the word "None", on the following line:

_____ . Respondents who fail to complete this section will be deemed to have received all posted addenda.

6. No Prohibited Conduct

The respondent declares that it has not engaged in any conduct prohibited by this RFQ.

7. Conflict of Interest

The respondent must declare all potential Conflicts of Interest, as defined in section 3.4.1 of the RFQ. This includes disclosing the names and all pertinent details of all individuals (employees, advisers, or individuals acting in any other capacity) who (a) participated in the preparation of the quotation; **AND** (b) were employees of the City within twelve (12) months prior to the Submission Deadline.

If the box below is left blank, the respondent will be deemed to declare that (a) there was no Conflict of Interest in preparing its quotation; and (b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

Otherwise, if the statement below applies, check the box.

- The respondent declares that there is an actual or potential Conflict of Interest relating to the preparation of its quotation, and/or the respondent foresees an



actual or potential Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

If the respondent declares an actual or potential Conflict of Interest by marking the box above, the respondent must set out below details of the actual or potential Conflict of Interest:

8. Disclosure of Information

The respondent hereby agrees that any information provided in this quotation, even if it is identified as being supplied in confidence, may be disclosed where required by law or by order of a court or tribunal. The respondent hereby consents to the disclosure, on a confidential basis, of this quotation by the City to the advisers retained by the City to advise or assist with the RFQ process, including with respect to the evaluation this quotation.

Signature of Respondent
Representative

Name of Respondent Representative

Title of Respondent Representative

Date

I have the authority to bind the respondent.



Appendix C – Pricing

1. Instructions on How to Provide Pricing

- (a) Respondents should provide the information requested under section 3 below (“Required Pricing Information”) by reproducing and completing the table below in their quotations, or, if there is no table below, by completing the attached form and including it in their quotations.
- (b) Rates must be provided in Canadian funds, inclusive of all applicable duties and taxes except for HST, which should be itemized separately.
- (c) Rates quoted by the respondent must be all-inclusive and must include all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery, all costs of installation and set-up, including any pre-delivery inspection charges, and all other overhead, including any fees or other charges required by law.

2. Evaluation of Pricing

Pricing will be evaluated based on unit pricing and lump sum pricing.

3. Required Pricing Information

3.1 Price Schedule

Prices shall include PST on Material only. HST shall be excluded in the tender price.

Spec. No. - The numbers in this column refer to the applicable issue of the Ontario Provincial Standard Specifications (SP) - Refers to Special Provisions

(P) - Plan Quantity Payment Item

OPSS - Ontario Provincial Standard Specifications

OPSD - Ontario Provincial Standard Drawing

LS = Lump Sum, m = cubic metres, m² = square metres, m = metres, t = tonne, ea = each, hr = per hour, mon = per month

Item No.	OPSS Spec. No.	Description	Unit	Quantity	Unit Price	Total
1	MUNI.182, SP	Environmental / Watercourse Protection	L.S.	1		
2	MUNI.206 MUNI.510	Earth Excavation, Grading	m ³	165		
3	310, SP	Placement of Hot Mix Asphalt – HL-4	t	250		
4	310, SP	Placement of Hot Mix Asphalt – HL-8	t	260		
5	314, SP	Granular ‘A’	t	400		
6	MUNI.510	Removal of Asphalt Pavement	m ²	1100		
7	MUNI.510	Removal of Asphalt Pavement from Concrete Surfaces on Structures	m ²	500		
8	MUNI.510	Removal of Handrail	m	30		
9	MUNI.603, MUNI.106,SP	Surface Mounted Ducts and Junction Boxes	L.S.	1		
10	MUNI.603, MUNI.106,SP	Rigid Ducts – Direct Buried	L.S.	1		
11	MUNI.706, SP	Temporary Traffic Control Signing	L.S.	1		

Item No.	OPSS Spec. No.	Description	Unit	Quantity	Unit Price	Total
12	710	Pavement Marking	m	300		
13	741	Temporary Concrete Barrier	m	84		
14	741	Temporary Concrete Barrier Relocation	m	64		
15	MUNI.904, MUNI.905	Dowels into Concrete (Provisional)	Each	60		
16	MUNI.905	Reinforcing Steel Bar	L.S.	1		
17	906, SP	Fabrication of Structural Steel	L.S.	1		
18	906, SP	Delivery of Structural Steel	L.S.	1		
19	906, SP	Erection of Structural Steel	L.S.	1		
20	MUNI.908, SP	Pedestrian Railing – Wellington Street	m	50		
21	MUNI.914, SP	Bridge Deck Waterproofing	L.S.	1		
22	MUNI.920, SP	Mechanical Connectors	Each	30		

Item No.	OPSS Spec. No.	Description	Unit	Quantity	Unit Price	Total
23	MUNI.920, SP	Deck Joint Assemblies, Installation	L.S.	1		
24	MUNI.922, SP	Bearings	L.S.	1		
25	MUNI.922, SP	Jacking of Superstructure	L.S.	1		
26	MUNI.928, SP	Concrete Removal - Partial Depth, Type A	m ³	1		
27	MUNI.928, SP	Concrete Removal - Partial Depth, Type B	m ³	1		
28	MUNI.928, SP	Concrete Removal - Partial Depth, Type C	m ³	1		
30	MUNI.928	Concrete Removal – Deck Joint Assemblies	L.S.	1		
31	MUNI.929	Abrasive Blast Cleaning of Reinforcing Steel	m ²	75		
32	MUNI.930, SP	Concrete Patches, Unformed Surface	m ³	1		
33	MUNI.930, SP	Concrete Patches, Form and Pump	m ³	2		



Item No.	OPSS Spec. No.	Description	Unit	Quantity	Unit Price	Total
Total Quotation Price (HST will be added at time of award)						

[End of Appendix C]



Appendix D – RFQ Particulars

A. Deliverables

Special Provisions have been appended in Book 2 – Annex 1. Continuous operation shall be carried out until the Work is completed.

B. Material Disclosures

Upon selection for an award of this Quotation, and prior to signing of a Contract or the issuance of a Purchase Order, the selected Respondent will be required to supply a performance surety. See Appendix F for more information.

C. Mandatory Submission Requirements

1. Submission Form (Appendix B)

Each quotation must include a Submission Form (Appendix B) completed and signed by an authorized representative of the respondent.

2. Pricing (Appendix C)

Each quotation must include pricing information that complies with the instructions contained in Pricing (Appendix C).

3. Information and Qualifications of Respondent (Appendix E)

Each quotation must include reference information that complies with the instructions contained in Reference Form (Appendix E).

4. Surety Requirements (Appendix F)

Each quotation must include pricing information that complies with the instructions contained in Surety Requirements (Appendix F).

D. Mandatory Technical Requirements

Please refer to Section A – Deliverables.

E. Pre-Conditions of Award

- a) Certificate of Insurance
- b) WSIB
- c) Registration in the Vendor Management Program

[End of Appendix D]



Appendix E – Information and Qualifications of Bidders

1. References – Bidder’s Experience Record

Submit three (3) references and their contact information for similar type of work completed in the charts provided below. Bidders are requested to provide references showing at least 5 years of proven satisfactory and safe work experience of similar work. The City reserves the right to obtain and consider reference feedback from City staff having experience with a bidder who has provided work to the City in the past. The City also reserves the right to contact any others deemed appropriate.

An alternative to completing these charts is the submission of a CCDC 11 Contractor’s Qualification Statement form.

Company:

Contact Name and Title:

Phone Number and E-Mail Address:

Similar Project Name

Year Completed –

Project Value



Company:

Contact Name and Title:

Phone Number and E-Mail Address:

Similar Project Name

Year Completed –

Project Value

Company:

Contact Name and Title:

Phone Number and E-Mail Address:

Similar Project Name

Year Completed –

Project Value



2. List of Sub-Contractor and/or Material Supplier

Submit a complete list of sub-Contractor and/or suppliers to be used on this project for the approval of the City. The City shall approve any changes to the approved lists prior to work taking place.

Company Name	Trade/Material	Location



3. **Senior Supervisory Staff**

Complete the chart below of the staff that will be assigned to this project.

The City may request the resume of the supervisor(s) and senior staff that have been assigned to the project.

Name	Title	Project Assignment

[End of Appendix E]



Appendix F – Surety Requirements

1.1 Agreement to Bond Contract Surety

An Agreement to Bond for the amounts listed in Section 1.2 below executed by the respondent and a Surety Company.

A Quotation Package submitted without an Agreement to Bond for the surety amounts listed in Section 1.2 below, may be rejected.

1.2 “Performance Bond” and “Labour & Material Payment Bond” Surety Amount

Upon selection for an award of this Quotation, and prior to signing of a Contract or the issuance of a Purchase Order, the selected Bidder will be required to supply the following to the City:

- b) CCDC 221-2002 Performance Bond in the amount of one hundred percent (100%) of the Total Quotation price; and
- c) CCDC 222-2002 Labour & Material Payment Bond in the amount of one hundred percent (100%) of the Total Quotation price.

All bonds will be completed by a Surety Company authorized by law to carry on business in the Province of Ontario and must be in favour of the “Corporation of the City of Kawartha Lakes”.

[End of Appendix F]



Annex 1 – Special Provisions, Drawings and OPS Standard Specifications

- 1) 2019-11-CQ Special Provisions – Book 2
- 2) Drawings:

Plan Title	Dwg. File No.	Sheet No.
Cover Page	00 - Cover	N/A
General Arrangement	17017 - 01 – General Arrangement	1
Staging	17017 - 02 – Staging	2
Traffic Plan – Stage 1	17017 - 03 – Traffic Plan - 1	3
Traffic Plan – Stage 2	17017 - 04 – Traffic Plan - 2	4
Traffic Plan – Stage 2	17017 - 05 – Traffic Plan - 3	5
Electrical Plan	17017 - 06 – Electrical	6
Removals	17017- 07 – Removals	7
Jacking Plan and Bearing Removal	17017 – 08 - Jacking	8
New Concrete Details	17017 – 09 - New Construction	9
Bearing and Girder Details	17017 – 10 – Bearings and Girders	10
Cantilever Walkway Layout	17017 – 11 – Cantilever Walkway - 1	11
Cantilever Walkway Details	17017 – 12 – Cantilever Walkway - 2	12
Pedestrian Railing Details	17017 – 13 – Pedestrian Railing	13
Expansion Joint Details	17017 – 14 - Expansion Joints	14
Parapet Wall Expansion Joint Details	17017 – 15 – Parapet Wall	15
Typical Details	17017 – 16 – Typical Details	16



Annex 1 – Special Provisions, Drawings and OPS Standard Specifications - Continued

3) OPS Standard Specifications:

It shall be the Contractor's responsibility to obtain the indicated editions of the following Ontario Provincial Standard Specifications, as applicable to the work of this Contract:

OPSS NO.	DATE	OPSS NO.	DATE	OPSS NO.	DATE
MUNI.106	Apr 2017	710	Nov 2010	MUNI.911	Nov 2014
MUNI.182	Nov 2012	MUNI.723	Apr 2017	MUNI.914	Nov 2014
MUNI.310	Nov 2017	741	Nov 2014	MUNI.920	Nov 2012
MUNI.314	Nov 2016	902	Nov 2010	MUNI.922	Apr 2017
MUNI.353	Nov 2016	MUNI.904	Nov 2012	MUNI.928	Apr 2012
MUNI.510	Nov 2018	MUNI.905	Nov 2017	MUNI.929	Nov 2018
MUNI.603	Nov 2017	906	Nov 2012	MUNI.930	Nov 2014
MUNI.706	Apr 2018	MUNI.908	Nov 2014		